

SECRET
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RECORDS MANAGEMENT DIV

2 August 1956

Chief, Management Staff

25X1A9
A

Chief, O&M Staff (DD/P Area)

Area Weekly Report for Period 25 July Through 1 August 1956

1. Accomplishments

a. T/O's Processed

	<u>Examiner</u>	<u>Control Number</u>	<u>Org. Element</u>	<u>No. Positions</u>
25X1A9A	<input type="text"/>	(1) MS-918	WE	2
		(2) MS-933	FE	2
25X1A9A	<input type="text"/>	(3) MS-914	RI	3

b. Other

	<u>Examiner</u>	
25X1A9A	<input type="text"/>	Completed report on 15 Business Analyst positions of <input type="text"/> in regard to career service designation and T/O listing.
25X1A9A	<input type="text"/>	One Diebold Super Elevator File has been installed in Numbering Section, RI and 2 adjustable stools have been installed in the <input type="text"/> RI as recommended by the Management Staff DD/P Area.

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12. Current Assignments

	<u>Examiner</u>	<u>Project or Control Number</u>
25X1A9A	<input type="text"/>	(1) MS 6-44, Administrative Burden at Small Stations
		(2) MS 6-32, Follow-up on National Agency Name Check Project
		(3) MS-888, OC, Supplemental Programs Division T/O, <input type="text"/>
25X1A9A	<input type="text"/>	(4) MS 6-42, CS Information Reports Distribution Analysis and Procedures

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Project or Control Number

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